



2011 NATIONAL I.T. CONFERENCE & EXPO

MILLENNIUM BILTMORE HOTEL, LOS ANGELES, CALIFORNIA

JANUARY 25-28, 2011

*Where History Meets the Future - Understanding & Optimizing Current
Technology While Looking Behind and Planning Ahead*

SPONSORED BY:

**Federal Probation & Pretrial Officers Association
U.S. Pretrial Services Agency & U.S. Probation Office
Central District of California**

The U.S. Pretrial Services Agency & U.S. Probation Office, Central District of California, and the Federal Probation & Pretrial Officers Association (FPPOA) are proud to announce the **2011 National I.T. Conference & Expo** for U.S. Probation & U.S. Pretrial Services. This cutting-edge, three and one half day program will be offered for Chiefs, Deputy Chiefs, IT Administrators, IT staff, officers and other staff whose duties/assignments would benefit from an IT offering of this magnitude. A broad range of IT topics will be addressed, from the administration of IT to the nuts and bolts of the varied technologies that we now...and will...use in our daily jobs and lives. The conference will be held at the Biltmore Millennium Hotel, located in Los Angeles, California, home of the vibrant cultural and financial districts. You'll find yourself steps away from major attractions, including: L.A. Live, Staples Center, NOKIA Theater, Walt Disney Concert Hall, Dodger Stadium and a short drive from Hollywood, Beverly Hills, 3 major airports and the beach cities.

The dates for the Expo portion of the conference are **Tuesday, January 25 through Thursday, January 27, 2011.**

The U.S. Probation and U.S. Pretrial Services system is one of the most highly "technologized" criminal justice systems in our nation, if not the world. From the use of mobile-computing strategies, to varied state of the art data bases, to high-tech GPS tracking systems for defendants and offenders, and much, much more, our system is constantly on the cutting edge. We utilize advanced technology to streamline our efforts and to help us make more effective and efficient decisions in serving the Federal Courts and supervising federal criminal defendants and offenders. We expect more than 500 participants representing our 94 federal judicial districts from throughout the United States. Exhibitors can expect a wide array of interest from participants in all facets of technology. We anticipate a very diverse attendance of high-level decision-makers, practitioners, stakeholders, and others who impact decisions on what, which, and how much technology we utilize at any given time. Exhibitor space is limited to 50 total tech-related companies, so please act quickly if your company would like to be part of this very popular and highly anticipated event.

Lodging

All activities will be held at the Millennium Biltmore Hotel, which is the premier choice for celebrities, presidents and dignitaries for over 85 years. The Millennium Biltmore Hotel offers historic grandeur and modern luxury in the heart of exciting downtown Los Angeles. Located in the vibrant cultural and financial districts, you'll find yourself steps away from major attractions.

The FPPOA has secured a special conference rate single or double occupancy for all Conference participants, including Exhibitors. To make lodging reservations, please visit our website at FPPOA.org and click on the 2011 NIT & Expo. To guarantee conference rates, please make your reservations by *December 31, 2010 and tell them you are attending the National IT Conference.*

Space is Limited to 50 Exhibitors, Register Early

Exhibit space is \$1,800.00 for each 8' x 10' booth; a discounted price of \$1,200.00 is available for non-profit organizations. A non-refundable deposit of 50% of the total amount due is required to confirm your reservation; the remaining balance must be paid upon receipt of invoice. Exhibitors applying after December 10, 2010, must submit the full booth rental fee, none of which is refundable, with their contract. Exhibit booths are not transferable and cannot be sold, subleased or assigned to another company by the original contracting company. Government agencies required to use a purchase order should submit the purchase order with the booth reservation contract in lieu of a check. Invoicing will be processed immediately upon receipt of the purchase order, and in all cases, payment will be due immediately. Space will not be guaranteed until the purchase order is paid in full. Written confirmation with an invoice for any remaining balance will be forwarded at the earliest possible date.

To reserve space, please complete and sign the enclosed Booth Reservation Contract and forward along with credit card information or a check made payable to the Federal Probation & Pretrial Officers Association, and submit to:

Barbara Oswald, Expo Coordinator
900 U.S. Courthouse, 75 Spring Street, SW
Atlanta, GA 30303
Ph: (404) 215-1989
Fax (404) 331-0160
barbara_oswald@ganp.uscourts.gov

Expo Schedule

Tuesday, January 25

Set-up 12:00-4:00 p.m.

Expo Open 5:30-7:00 p.m.

Cocktail Reception

5:00-6:30 p.m.

Wednesday, January 26

Expo Open 10:00-7:00 p.m.

Cocktail Reception

5:00-6:30 p.m.

Thursday, January 27

Expo Open 10:00-4:00 p.m.

Breakdown 4:00 p.m.

Included in Booth Fees

Each 8' x 10' booth comes with the following:

Standard booth package (see booth specifications for details.)

- Two full registration badges. (\$50 for each extra badge)
- Daily aisle maintenance.
- Attendee list provided after the conference.
- Listing in FPPOA Expo Guide with company contact information and booth location.
- Listing on FPPOA.org website.

Booth Specifications

All exhibit spaces are 8' deep by 10' wide. Each booth package consists of:

- 8' high background drape and 3' high side drape;
- one 7" x 44" booth identification sign displaying the company name;
- one 6' skirted display table, color coordinated with the booth drape; two chairs; and wastebasket.

Booth fees also include general maintenance of the aisles and common exhibit hall areas to ensure a safe and attractive exposition. The exhibit area is fully carpeted. Exhibitors preferring a specific color may provide their own carpeting or secure it through the official expo decorator, Freeman and Company.

Setup Requirements

All registration materials and identification badges must be obtained at the Exhibitor Registration Desk. At least one representative from each exhibiting company must check in at the Exhibitor Registration Desk and set up the company's booth(s) on Tuesday, January 25, 2011, during exhibition installation hours, 12:00 p.m.- 4:00 p.m. Exhibitors who do not complete setup of their booth(s) before 4:00 p.m. on January 25, 2011, will automatically forfeit their exhibit booth space(s) unless previous arrangements have been made with FPPOA exhibit manager. The disposition of the booth(s) will then be entirely at the discretion of the FPPOA. No refunds will be granted, nor will previously paid monies be applied to future shows or other marketing areas. No exceptions will be made. Exhibitors are expected to have their booths in show condition each day before the exhibit hall opens.

Shipment & Storage

Freeman and Company will provide complete drayage service to accommodate your material shipping and handling needs, including receipt and storage of exhibitor freight prior to the show, delivery to the booth, removal and return of empty containers and reloading at the end of the show. It is recommended that you ship your freight in advance to Freeman and Company. Storage crates, boxes or other extraneous materials are not to be stored in the exhibit booths during the show. Arrangements must be made with the service contractor for pickup, storage and return at the regular drayage rates. For additional information, please contact Freeman and Company.

Security & Liability

During exhibit hours, exhibitors will be responsible for security in their booth(s). Small items of value should be removed from the area during non-show hours.

[EXHIBITOR] hereby assumes entire responsibility and hereby agrees to protect, defend, indemnify and save the Hotel, its owners, its operator, Millennium Hotels and Resorts, and each of their respective parents, subsidiaries, affiliates, employees, officers, directors, and agents harmless against all claims, losses or damages to persons or property, governmental charges or fines and attorney's fee arising out of or caused by its installation, removal, maintenance, occupancy or use of the exhibition premises or a part thereof, excluding any such liability caused by the sole gross negligence of the Hotel and its employees and agents.

[EXHIBITOR] shall obtain and keep in force during the term of the installation and use of the exhibit premises, policies of Comprehensive General Liability Insurance and Contractual Liability Insurance, insuring and specifically referring to the Contractual liability set forth in this Exhibit Agreement, in an amount not less than \$2,000,000 Combined Single Limit for personal injury and property damage. Exhibitors are required to provide all insurance and/or policy riders to cover all booth contents. The exhibitor assumes entire responsibility for losses, damages and claims and, shall hold harmless and defend the Millennium Biltmore and the FPPOA against any and all claims, demands, actions, damages, losses, liabilities, expenses and judgments recovered or asserted against the Millennium Biltmore and/or the FPPOA on account of any such damage or injury.

Cancellations and Refunds

Under no circumstances will the 50% deposit be refunded; however, the remaining amount paid will be refunded for booths canceled in writing before December 1, 2010. After December 1, 2010, no refunds will be made nor will previously paid monies be applied to any future FPPOA exhibit shows or other marketing areas.

National I.T. Exhibit Booth Reservation

We wish to reserve (#) _____ 8' x 10' booth(s)
\$1,800 - Profit or \$1,200 Non-Profit

Company Name

(As you wish to be listed. Limited to 26 characters)

We will be exhibiting (product or service) _____

Contact Information

Designate below the name of the person in your organization who is to receive all relevant exhibition materials, including booth confirmation, exhibitor's updates.

Company Representative _____

Title _____

Phone Number _____

Company Address _____

City _____ State _____ Zip Code _____

Website _____

Fax _____ E-mail _____

Booth Location

All booths are assigned on a first come first-serve basis. Specifying booth location choices does not guarantee their availability.

1st choice _____ 2nd choice _____

3rd choice _____

List any organization you do not wish to be located near:

Badge Information

Each booth is entitled to two expo registration badges.

Expo Badges

(Name, Title, Email) _____

(Name, Title, Email) _____

It is understood that FPPOA reserves the right to assign exhibitors to locations and hereby assures the exhibitor that FPPOA will make every effort to place the exhibitor in the best possible location for the benefit of the exhibitor and the betterment of the exhibition. However, FPPOA reserves the right to make the final space assignment and to change, at its sole discretion, any such assignment as it may deem necessary for the betterment of the exhibition. It is further understood and agreed that the exhibitor must abide by the information contained in the exhibit prospectus which is part of this contract. I hereby represent that I am authorized to submit this Booth Contract on behalf of my company: that I have read, understand and agree on behalf of my company to be bound by the terms of the contract and the accompanying exhibit prospectus: that the information provided herein is true: and that I understand this Contract is complete only when accepted by FPPOA.

Authorized agent for exhibiting company:

(Print Name, Title) (Date)

Method of Payment: (Please Check)

Check _____ Visa _____ Mastercard _____ (We do not accept AMEX)

Credit Card Number: _____ Zip Code _____

Address _____

_____ Expiration Date _____

Name as it appears on Card (please print): _____

Signature: _____

Please return original to: Barbara Oswald, Expo Coordinator
900 U.S. Courthouse, 75 Spring Street, SW, Atlanta, Georgia 30303

barbara_oswald@ganp.uscourts.gov

Ph: (404) 215-1989 - Fax (404) 331-0160

2011 National I.T. Conference & Expo

Maximize your presence at the 2011 National I.T. Conference & Expo by choosing a Gold or Silver Sponsorship Package. Packages combine booth space at the show with a strategic mix of promotional benefits designed to give you top brand visibility.

GOLD SPONSORSHIP \$5,000

- 8' x 10' complimentary exhibit booth.
- Four full registration badges. (\$50 for each extra badge)
- Recognition as **Gold Sponsor** on FPPOA Website.
- One full page ad in National I.T. Conference Guide.
- One page advertisement and recognition in FPPOA's quarterly newsletter, The Connection, with logo and 50-word company description.
- Company may provide item for insertion into registration packets.
- Acknowledgment sign with company's logo on onsite sponsor thank you signage.
- Acknowledgment sign as **Gold Sponsor** in Expo Booth.
- Attendee list provided before and after show.

SILVER SPONSORSHIP \$2,500

- 8' x 10' Complimentary exhibit booth.
- Four full registration badges. (\$50 for each extra badge)
- Recognition as **Silver Sponsor** on FPPOA Website.
- One-half page ad in National I.T. Conference Guide.
- One-half page advertisement and recognition in FPPOA's quarterly newsletter, The Connection, with logo and 50-word company description.
- Company may provide item for insertion into registration packets.
- Acknowledgment sign with company's logo on onsite sponsor thank you signage.
- Acknowledgment sign as **Silver Sponsor** in Expo Booth.
- Attendee list provided before and after show.

National I.T. Conference & Expo

Sponsorship Contract

Please complete this form for event sponsorship. If you plan to have an exhibit booth, please complete the exhibitor contract as well.

Sponsorship Level ☐ GOLD (\$5,000) ☐ SILVER (\$2,500)

Company Name

(As you wish to be listed. Limited to 26 characters)

Contact Information

Designate below the name of the person in your organization who is to receive all relevant exhibition materials, including booth confirmation, exhibitor's updates.

Company Representative _____
Title _____
Phone Number _____
Company Address _____
City _____ State _____ Zip Code _____
Website _____
Fax _____ E-mail _____

Badge Information

Each Gold or Silver Sponsorship is entitled to four Expo Registration Badges. (Extra badges \$50 each.)

Expo Badges

(Name, Title, Email) _____

**Please return original, along with Expo Contract
containing payment information, to:**

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900 U.S. Courthouse, 75 Spring Street, SW
Atlanta, Georgia 30303 Ph: (404) 215-1989 - Fax (404) 331-0160
barbara_oswald@ganp.uscourts.gov

National IT Conference & Expo

January 25-27, 2011

The Millenium Biltmore Hotel - Regency Room

Los Angeles, California

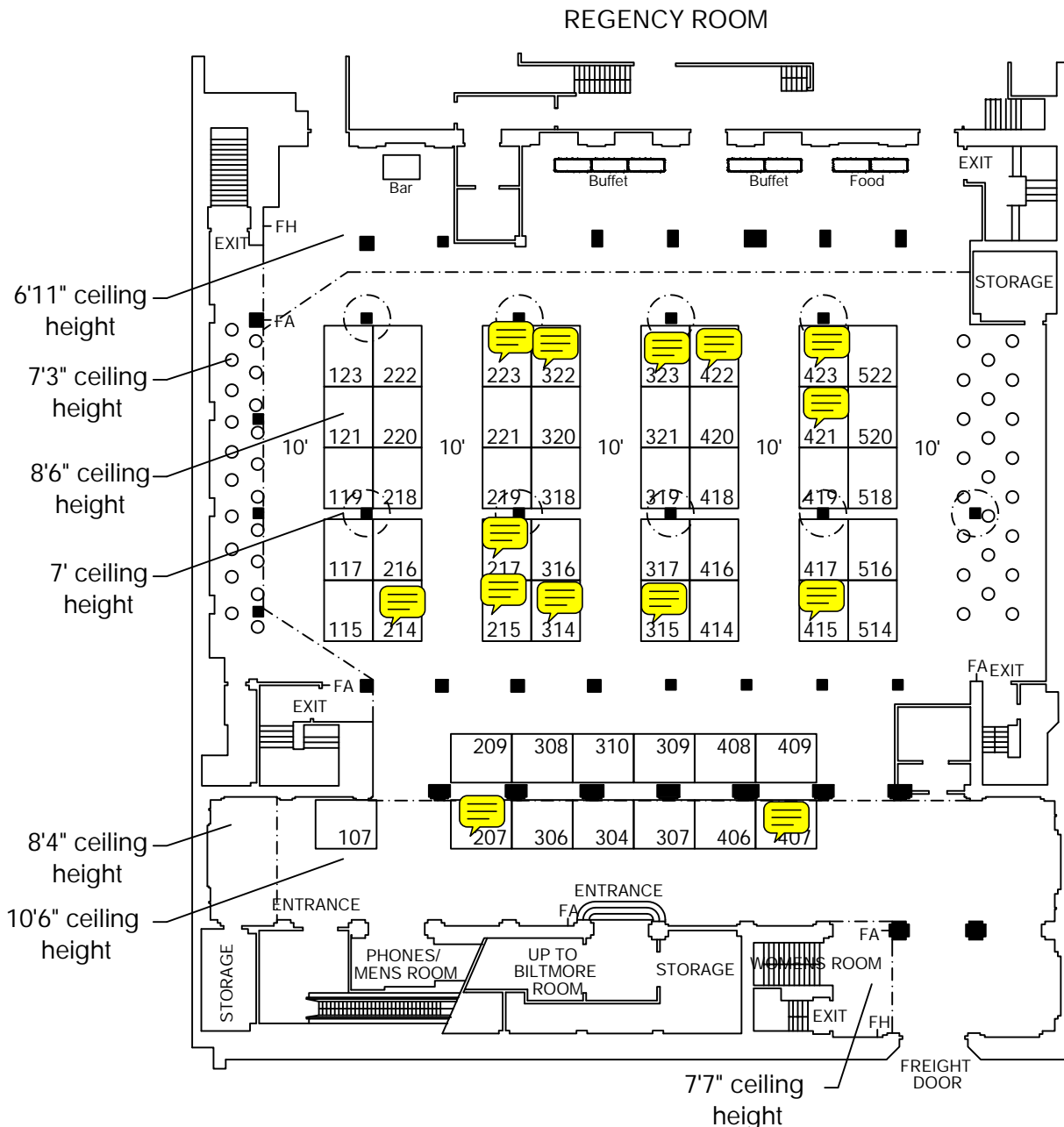
REVISION DATE:
08/24/2010 K BUCKLEY

BOOTH COUNT

Inventory as of 09/01/2010

Dimension	Size	Qty	SqFt
8'x10'	80	53	4,240
Totals:		53	4,240

○ = 24" Round Bistro Tables



BLDG. LEGEND:

F R E E M A N

DRAWING STARTED:
8/20/2010 K BUCKLEY

FILE PATH:
O:\Design\master\2011\01 January\National
IT Conference\Floor Plans\National IT
Conference.dwg
DRAWING NAME:
NATIONAL IT CONFERENCE

HALL NAME:
REGENCY ROOM

JOB NUMBER:
PROPOSAL

ACCT. EXEC.:
LUKE PEREZ

NOT TO SCALE

DISCLAIMER

EVERY EFFORT HAS BEEN MADE TO ENSURE THE ACCURACY OF ALL INFORMATION CONTAINED ON THIS FLOORPLAN. HOWEVER NO WARRANTIES, EITHER EXPRESSED OR IMPLIED ARE MADE WITH RESPECT TO THIS FLOORPLAN. IF THE LOCATION OF BUILDING COLUMNS, UTILITIES OR OTHER ARCHITECTURAL COMPONENTS OF THE FACILITY IS A CONSIDERATION IN THE CONSTRUCTION OR USAGE OF AN EXHIBIT, IT IS THE SOLE RESPONSIBILITY OF THE EXHIBITOR TO PHYSICALLY INSPECT THE FACILITY TO VERIFY ALL DIMENSIONS AND LOCATIONS.

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